

## The Board of County Commissioners Of Riley County, Kansas

The Regular meeting of the Board of County Commissioners met at the Riley County Plaza East Building January 5, 2012 with the following members present: Karen McCulloh, Chair; Alvan Johnson, Vice Chair; Dave Lewis, Member; and Rich Vargo, County Clerk.

### **8:30 Public Comment & Business Meeting**

Johnette Shepek, Budget and Finance Officer; Clancy Holeman, Counselor/Director of Administrative Services; Leon Hobson, Public Works Director/County Engineer; Cindy Volanti, Human Resource Manager/Deputy Clerk; Pat Collins, Emergency Management Director; Paul Foltz; and Bob Isaac, Planner, attended.

Volanti asked the Board to approve one hour administrative leave for employees to go to the State Health Assessments.

Johnson moved to approve one hour of administrative leave for employees to attend their State Health Assessment. Lewis seconded. Carried 3-0.

Shepek reported we filed a claim for the injury accident on December 8, 2011 where an elderly woman fell down the Courthouse stairs.

Hobson reported the Annual Township Meeting is scheduled for February 8<sup>th</sup> at Pottorf Hall.

Isaac reported he would like to present Jon Larson a certificate for his 11 years of service on the Riley County Planning Board on January 23, 2011.

The Board agreed.

Foltz discussed the Riley County boundaries, which he believes changed when the Big Blue River channel changed. Foltz said county boundaries cannot be changed by resolution, but must be approved by both counties.

Foltz cited KSA 18-201 regarding the boundaries.

Foltz asked the Board to reconsider the Riley County boundary.

P. Collins said the EMS part of consolidated dispatch is working well.

Lewis said the Military Relations Committee gave a good presentation by Colonel Clark on the Fort and he asked him to make the presentation to Riley County Commission.

The Board agreed.

Lewis suggested the Board ask Ron Fehr to make quarterly presentations to Riley County.

McCulloh stated she made a presentation to the League of Women Voters in Topeka on consolidated law enforcement.

Lewis moved to accept the low bid submitted by Rothwell Landscape, Inc. for Riley County grounds maintenance in the amount of \$9,635 and to award the 2012 contract to Rothwell Landscape, Inc. Johnson seconded. Carried 3-0.

Lewis moved to sign the Real Estate Tax Roll Correction for Donna K. Robbins (211-11-0-10-08-002.00-0) for tax year 2011. This results in a decrease in tax dollars of \$481.02. Johnson seconded. Carried 3-0.

Lewis moved to sign the Real Estate Tax Roll Correction for Darrell D. and Kay L. Denton (211-01-0-00-00-001.06-0) for tax year 2011. This results in a decrease in tax dollars of \$368.50. Johnson seconded. Carried 3-0.

Lewis moved to sign the Real Estate Tax Roll Correction for Fernando P. Alves and Valquiria R. Pierucci (211-02-0-20-01-001.31-0) for tax year 2011. This results in a decrease in tax dollars of \$141.52. Johnson seconded. Carried 3-0.

Lewis moved to sign the Real Estate Tax Roll Correction for Larry Schlappi Et Ux (212-10-0-10-08-008.24-0) for tax year 2011. This results in a decrease in tax dollars of \$483.62. Johnson seconded. Carried 3-0.

Lewis moved to sign the Real Estate Tax Roll Correction for Mark and Angela Beneke (203-06-2-70-02-026.00-0) for tax year 2011. This results in a decrease in tax dollars of \$179.10. Johnson seconded. Carried 3-0.

P. Collins presented a request for sole source for a contractor for regional commodity flow study using HMEP grant.

Johnson moved to approve a Purchase Authorization and request for sole source authorization for a contractor for the regional commodity flow study project using HMEP (Hazardous Materials Emergency Planning) grant funds for Emergency Management in the amount of \$94,250.00 to be funded by the LEPC fund. Lewis seconded. Carried 3-0.

Lewis moved to approve a Riley County Capital Improvement Program (CIP), Certification of Project Authority for three  $\frac{3}{4}$ T 4x4 extended cab trucks in the amount of \$75,000 for the Public Works Department. Johnson seconded. Carried 3-0.

Lewis moved to approve a Riley County Capital Improvement Program (CIP), Certification of Project Authority for a truck lift for new county shop in the amount of \$115,000 (transfer from Public Works) for the Public Works Department. Johnson seconded. Carried 3-0.

Lewis moved to approve a Riley County Capital Improvement Program (CIP), Certification of Project Authority for a barrel bed trailer in the amount of \$50,000 (transfer from Public Works) for the Public Works Department. Johnson seconded. Carried 3-0.

Lewis moved to approve Riley County Capital Improvement Program (CIP), Certification of Project Authority for pothole patcher truck in the amount of \$160,000 (transfer from Public Works) for the Public Works Department. Johnson seconded. Carried 3-0.

Lewis moved to approve the minutes of December 29, 2011 as amended. Johnson seconded. Carried 3-0.

**9:00 Heather Jager/Shelly Williams, Community Corrections**

Leon Hobson, Public Works Director/County Engineer; Johnette Shepek, Budget and Finance Officer; Clancy Holeman, Counselor/Director of Administrative Services; Bill Felber, Manhattan Mercury; and Jeff Burkhardt, KMAN, attended.

Jager said approximately one year ago, November 2010, the Courts endorsed allowing them to place an adult offender in jail for 48 hours upon verification of a positive drug screen or alcohol test, and for the most part, it has been a successful intervention.

Jager said as you know, as part of Medicaid Reform in Kansas, Governor Brownback was recommending moving Juvenile Intake & Assessment from the Kansas Juvenile Justice Authority to the Department of Social and Rehabilitation Services.

Jager said they were able to successfully avert moving JIA to SRS. The Administration has charged the Kansas Advisory Group on Juvenile Justice to establish an ad hoc committee to study and make recommendations regarding improving the current system.

Jager said Governor Sam Brownback said this morning he will back off his plan to push the Juvenile Justice Authority into the Department of Social and Rehabilitation Services, instead concentrating on the bigger issue of overhauling Medicaid.

**9:10 Clancy Holeman, Counselor/Director of Administrative Services**

- **Administrative Work Session**

Johnette Shepek, Budget and Finance Officer; Leon Hobson, Public Works Director/County Engineer; and Jeff Burkhart, KMAN, attended.

**9:10** Lewis moved that the County Commission recess into executive session on potential litigation for the purpose of consultation with an attorney for the County Commission, which would be deemed privileged in the attorney-client relationship, an exception to the Kansas Open Meetings Act, the open meeting to resume in the County Commission Chambers at 9:20 a.m. Johnson seconded. Carried 3-0.

**9:19** Lewis moved to go out of executive session. Johnson seconded. Carried 3-0.

No binding action was taken during the executive session.

**9:20** Lewis moved that the County Commission recess into executive session on potential litigation for the purpose of consultation with an attorney for the County Commission, which would be deemed privileged in the attorney-client

relationship, an exception to the Kansas Open Meetings Act, the open meeting to resume in the County Commission Chambers at 9:25 a.m. Johnson seconded.

Carried 3-0.

**9:25** Lewis moved to go out of executive session. Johnson seconded.

Carried 3-0.

No binding action was taken during the executive session.

Holeman presented the latest version of the ½ cent sales tax question.

Holeman asked if the Board is okay with him getting them a paper shredder for around \$170.

The Board agreed.

Holeman discussed the Courthouse Office Plaza parking lot resolution.

Holeman said he talked with Senator Reitz on the legislation to allow counties to accept credit card payments and the soil erosion inspection statutes.

**9:32 Greg McHenry, Appraiser**

Johnette Shepek, Budget and Finance Officer; Clancy Holeman, Counselor/Director of Administrative Services; and Jeff Burkhart, KMAN, attended.

McHenry presented the Appraiser's Office report.

McHenry said our 2011 median residential sales ratio remains at 100%.

McHenry said the median commercial sales ratio will finish the year (2011) at approximately 96%. Both marks will likely result in the statistical compliance score being among the top 2-3 scores statewide.

**9:45 Monty Wedel, Planning/Special Projects Director**

Johnette Shepek, Budget and Finance Officer; Clancy Holeman, Counselor/Director of Administrative Services; and Jeff Burkhart, KMAN, attended.

Wedel said in 2009, Riley County adopted "Vision 2025 – A Comprehensive Plan for Riley County, Kansas". This plan helps shape the future development of the county and includes a strong emphasis on the protection and preservation of agricultural lands and agricultural operations. Specific recommendations for regulatory changes were included to ensure implementation of the plan. These amendments to the Riley County Zoning and Subdivision Regulations have now been drafted and will be presented at public input meetings to determine if changes are needed prior to proceeding to formal public hearings for adoption.

Wedel said the public meeting schedule is listed below. Each public meeting will begin at 7:00 p.m.

- Thursday, January 19, 2012 at the Manhattan City Commission Meeting Room (This will be a review session before the Manhattan Urban Area Planning Board.)
- Monday, January 23, 2012 in the Large Assembly Room at the Manhattan Headquarters Fire Station
- Wednesday, February 1, 2012 in the cafeteria at the Riley County High School

Wedel said a copy of the proposed amendments can be obtained at [www.rileycountyks.gov/vision2025](http://www.rileycountyks.gov/vision2025), or at the Riley County Planning and Development Office for a copy fee of \$6.00.

Lewis asked about Prairiewood rezoning.

Wedel stated it will be presented to the Board as a PUD.

The Board of County Commissioners signed Riley County Personnel Action Forms for the following:

- Katherine Vaughn, a new hire, as a Health Educator, in the Health Department, at a grade O step 1, at \$20.68 per hour.
- Georgia Stedman, a new hire, as a LPN/Emergency Response Coordinator, in the Health Department, at a grade N step 1, at \$19.69 per hour.

**10:10 Leon Hobson, Public Works Director/County Engineer**

Craig Cox, Assistant County Counselor; Clancy Holeman, Counselor/Director of Administrative Services; Rod Meredith, Assistant Public Works/Parks Director; Gary Rosewicz, Assistant County Engineer; Bill Felber, Manhattan Mercury; and Jeff Burkhart, KMAN, attended.

Hobson said Riley County currently utilizes a common set of road guidelines for all County roads regardless of the traffic or usage. As Township roads become a part of the County road system, the cost to upgrade a road to meet this guideline can be enormous.

Hobson said the current scoring system used to determine if a road should be a County or Township road was adopted by the Board of County Commissioners. A range of 35 to 45 is currently the threshold for a gravel Township road to become eligible to be a County road.

Hobson said when a Township road becomes a County road, it doesn't make sense the road should be upgraded immediately to meet the guidelines for our higher traveled gravel roads. Therefore, staff has developed a staged approach for such an upgrade to occur.

Hobson said the proposal has three levels which utilizes the current scoring system to separate each level. If adopted, when a road becomes a County road,



generally the standards in Class F would apply. As the score of the road increases, the standards in Class E and finally Class D would apply.

Hobson said the proposed guidelines in Class D are the same as they currently use today.

Hobson said all of these guidelines are minimums, so the County would have the option to upgrade a road which exceeded these guidelines if desired.

Hobson said a score of 71 is required for a County gravel road to be eligible to become paved.

Hobson said Class A, B, & C are for paved roads and these minimum guidelines will be added at a later date.

Hobson said adopting this proposal will allow Riley County to accept Township roads without placing a financial burden on the County. These standards will allow the upgrade of a road as the traffic increases or the use of the road changes. By upgrading a road in stages, it allows for the cost to be spread out over several years and for them to be budgeted for.

Hobson said staff would recommend the approval of these guidelines for gravel roads.

McCulloh asked to include clarification on how the scores are reached.

Holeman suggested language in the guidelines identifying the resolution approving the scoring system.

The Board agreed.

**10:30 Leon Hobson, Public Works Director/County Engineer**

Clancy Holeman, Counselor/Director of Administrative Services; Johnette Shepek, Budget and Finance Officer; Rod Meredith, Assistant Public Works/Parks

Director; Gary Rosewicz, Assistant County Engineer; Bill Felber, Manhattan Mercury; Jeff Burkhardt, KMAN; and Monty Wedel, Planning/Special Projects Director, attended.

Hobson said staff would like to finalize the list of road and bridge projects and the educational program for the proposed ½ cent sales tax question.

Meredith presented the original ½ cent sales tax educational PowerPoint. Meredith said there were over 60 presentations made to organizations.

Hobson reviewed the breakdown of the proposed projects.

Lewis stated we need to start developing plans for new roads such as the Marlatt loop and connection on to south Scenic.

Johnson moved to approve the breakdown of projects as listed.

	Proposed Sales Tax Projects		
	Total Cost over 10 years	% of Total	No. of Projects
Bridges	\$ 5,500,000	26	12 bridges
Culverts	\$ 1,300,000	8	13 culverts
Overlays	\$ 5,400,000	27	35.7 miles
Re-construction	\$ 7,800,000	39	3 Projects
TOTAL	\$20,000,000	100	

Lewis seconded. Carried 3-0.

Hobson said staff would like to proceed with the educational campaign.

The Board agreed staff should begin on the ½ cent sales tax educational program.

**11:38** Lewis moved to adjourn. Johnson seconded. Carried 3-0.